

How to access parent information

CHARMS

Laguna Creek High School Band

- Log on to www.charmsoffice.com/charms/parents.asp
- Locate the “PARENT/STUDENT LOGIN” section of the web page.
- Login to your child’s program account using the following login:
“LagunaCreekBand”
- This will bring up the main parent page. This will allow you to look at your child’s program’s **public calendar, handouts due and band website.**
- When you enter your child’s ID NUMBER another more detailed screen appears with even more options to view your student’s uniform assignments, financial records, forms and inventory. Enter your child’s ID FIRST – then you may create your own, unique password for each student account by clicking on the “**keys icon**”. Please note there is only one password per student.
- Two areas in which you can help the director maintain his/her records:
 - **Student information form** – you may help make changes to your child’s **student information page** (such as updating phone numbers and email addresses if they change) to help the teacher communicate with you more effectively. There are only 2 adults per student account. If you would like to add more adults to the email list please contact the treasurer@thelchsband.org to be added to the contact list.
 - **Credit card payments for fees, trips and deposits to your student’s account.** We have set up a **PayPal account** for the booster club. You may pay for your child’s fees or trips easily with a credit card.
- Most importantly, the parent page assists both you and the teacher to communicate with each other.